

**SAN BERNARDINO REGIONAL EMERGENCY TRAINING CENTER  
JOINT POWERS AUTHORITY**

**Thursday, February 6, 2014 1:30 p.m.**

**Administrative Offices of the  
Emergency Training Center Joint Powers Authority – Conference Room  
2235 E. Perimeter Road, San Bernardino, California 92408-0216**

**REGULAR MEETING MINUTES**

- 1. Call to Order: 1:33 p.m. by Donna Ferracone, President**
- 2. Roll Call:**

Present: Donna Ferracone, President; George Avery, Vice President; Don Odom, Treasurer; Cheryl Marshall, Member; Dan Munsey, Alternate Member for San Bernardino County; Alan Duggan; Secretary (arrived at 2:10 p.m.)

Absent: Mark Hartwig, Member

Others present: June Yamamoto and Michael Sadsad

- 3. Approval of: Minutes General Meeting December 5, 2013 and Special Meeting December 12, 2013:** Motion to approve the December 5, 2013 minutes by D. Odom and seconded by G. Avery; one abstention by C. Marshall; minutes approved.

Motion to approve the Special Meeting of December 12, 2013 minutes by D. Munsey and seconded by D. Odom; two abstention by C. Marshall and D. Ferracone; minutes approved.

- 4. Treasurer's Report (handouts provided by M. Sadsad)**
  - a) Clarification of Verizon charges, Collision Insurance, and GIMS charges
  - b) Motion was made by D. Odom to accept the Treasurer's Report and seconded by G. Avery; approved.

**5. Administration/Operations Reports-** handout  
REPAIRS AND MAINTENANCE-  
Kidde repairs and maintenance: Replacements of valves  
Dec. 10-13, 2013; January 2-9, 2014; February 3-8, 2014  
Roof membrane replacement

**MARKETING/PUBLIC RELATIONS**

Site Visits to-  
Paso Robles Airport ARFF  
San Luis Obispo Airport ARFF  
Santa Maria Airport ARFF  
Santa Barbara City Airport ARFF

Proposals sent to:

Oakland Airport  
Buchanan Airport

SBRETC ARFF wall calendars  
SW Chapter - American Assoc. of Airport Executives (SWAAAE) Management Course  
Postings on ARFF Working Group forums

#### UPCOMING TRAININGS

Feb. 3-7	ARFF Basic	Los Angeles, Orange Co., Imperial Co. San Onofre, San Diego, San Bndo Co.
Feb. 6	Part 139	Santa Barbara City, LA, Orange Co., Imperial Co. San Onofre, San Diego, San Bndo Co.
Feb TBA	Part 139	Santa Maria, San Diego, Walla Walla, WA

#### FACILITY USE

Police Academy- SBVC  
Crafton Hills College- Fire Investigations Course  
San Bernardino Community College District- ICS 300 Course

#### 6. Agenda Items:

- a) Request for Purchases- none
- b) Conference and Vendor Booth Attendance- California Aviation Day; April 23, 2014; Sacramento, CA
- c) Accept Donations- none
- d) Statement of Economic Interest- Form 700; send forms to J Yamamoto by March 7, 2014
- e) Roof Repairs made by Best Contracting Services \$ 2,423.00 was under warranty
- f) WEX Program presentation- displaced workers are placed in County agencies at no cost. More information from D Munsey at the next meeting
- g) Insurance Costs- M Sadsad is waiting for more information from Risk Management

#### 7. Old Business:

- a. Update Automatic Gate Installation- postpone information for next meeting

#### 8. New Business

- a. Wi-Fi - State Fire Training will stop issuing books, all materials will be downloaded. J Yamamoto will investigate pricing for WiFi service
- b. Request new bids for Pest Control- J Yamamoto will acquire quotes.

#### 9. Public Comment- none

10. **Next Meeting:** April 3, 2014; 1:30 p.m.

11. **Adjournment-** Meeting was adjourned at 2:27 p.m.